

Special Events Committee Meeting Minutes

February 10, 2022

Via Video Conference

Member and Partner Representatives in Attendance:

Agency	Representatives	Noted in Minutes As
Citizen Representatives	Lisa Fraser	Citizen Representative
Department of Construction & Inspections	James Dasher	DCI Noise Abatement
Department of Neighborhoods	Ed Pottharst	DON
Finance and Administrative Services	Brenda Strickland	FAS
King County Metro Transit	Jonathan Rose	Metro
Parks and Recreation	Carl Bergquist	Parks
Seattle-King County Health Department	Rosemary Byrne	Health
Seattle Center	Gretchen Lenihan	Seattle Center
Seattle Department of Transportation	Mike Shea	SDOT
Seattle Fire Department	Lt. Keith Wyatt	SFD
Seattle Police Department	Sgt. Nate Shopay	SPD Operations
Seattle Public Utilities	Cara Payne	SPU
Special Events Office	Chris Swenson	Chair
	Randy Wiger	SEO
	Julie Borden	SEO

Additional Attendees: Teresa Chin – Parks; Diane Lalor - SPOC

Note: As always, these are "raw minutes notes" based on the discussion of the 2/10/22 meeting and do not include every word spoken - not a literal transcript - merely a summary of ideas.

Roundtable

- Lt. Victor Hopkins with the Liquor & Cannabis Board has returned from military deployment and will be resuming his committee participation next month
- Seattle Center - Would like to request an update on whether or not parades will be considered exempt from the vaccination verification requirement; SEO will follow up this week.
- Parks - Teresa Chin will be the Parks representative to the committee while Carl Bergquist takes an out of class assignment
- Public Health – Governor Inslee has announced that the state mask order is lifted as of February 18; King County has not yet made any changes to the mask or vaccination verification order

Post-Event Evaluations/Comments: No permitted events occurred 1/13/2022 – 2/9/2022

Meeting Minute Approval

- Vote to approve January 2022 minutes
- Seattle Center requests correction from “stadium” to “arena” in the section regarding the Opera’s use of 4th Ave
- Meeting minutes approved with correction; All in favor, none opposed

Applications Review / Discussion

Event: Fremont Solstice Parade & Celebration
Date(s): Saturday, June 18, 2022
Location: Fremont and Gas Works Park
Organizer(s): Maque daVis; Darren Linker

Event Notes:

- Event returning after a “hibernation” during the pandemic; last event was in 2019
- Will revise COVID mitigation plan as needed
- Working with the Fremont Fair and the business chamber and other partners
- Funding is an issue at this time – the organization has not received revenue in the past two years; working to apply for grants but have lost much of their individual supporters due to changing conditions in the community and an aging population
- Using previous route from 39th and Leary to Gas Works Park; there is some construction at parade start, but working with contractors
- 1:00 PM parade start; streets will be shut down at 12:30 to allow time for clearing
- No significant changes to celebration in the park; hoping to have a pageant of costumed artists
- Planning for more volunteers to assist with COVID requirements; requesting all participants present vaccination documentation
- Current King County vaccination verification order is set to expire on March 16; SEO staff will work with organizer to update plans after that time
- Celebration includes a beer garden that is fenced; prefer to not have to fence off whole park as it is a public park and cost prohibitive
- Stage in park is 12x16 feet by 2 feet tall, not fenced
- Expecting 5 food trucks

Committee Discussion:

- Parks – The east entrance of the park will be under construction, need to adjust plan for load-in; will discuss a plan for electrical power and removing bollards
- SPOC – Police staffing is not available on this day due to conflicting events, may be able to work out a plan with additional security staffing and/or fencing; need to continue discussion separately

Event: Lunar New Year Celebration
Date(s): Saturday, March 26, 2022
Location: Hing Hay Park and nearby streets
Organizer(s): Connie Au-Yeung; Monisha Singh

Event Notes:

- Originally scheduled for February 5; postponed to April 30 due to COVID concerns
- 11AM-4PM
- Line S King St with food and craft vendors
- Will have program of celebratory performances in Hing Hay Park
- Will be verifying vaccination of volunteers and staff
- Not adding any additional seating to park; will use existing furniture
- No pyrotechnics/fireworks; will be open flame cooking but no open flame performances
- 30-40 food vendors, primarily along S King St, will spread out booths more than previously for air flow and safety
- Tent near stage is two 10x10 tents together; no canopy or covering on stage

Committee Discussion:

- Fire Prevention – Requests revised map to show 10x10 tents
- SDOT – using same traffic control plan as previous event
- Parks – No concerns

Vaccination Verification Plans

Randy Wiger, Special Events Office

- Generally, recommendations to deny are due to missing information from plan, not that the plan is completely unacceptable
- SEO staff has contacted the organizers of each plan that was not approved to discuss missing items and request a resubmission of a revised plan

Reviewed in subcommittee

- My Better Half Marathon
 - Subcommittee originally recommended denying; organizer has provided additional information since the 2/3 subcommittee meeting that meet the criteria; adjust recommendation to Approve
 - Recommendation: Approve
- St. Patrick's Day Dash
 - Recommendation: Deny (Special Events Office staff will follow up to help improve plan and resubmit)
- Magnolia Little League Season Kickoff Parade (revised)
 - Recommendation: Exempt
- Tenacious Ten (revised)
 - Recommendation: Deny (Special Events Office staff will follow up to help improve plan and resubmit)
- Big Taste
 - Recommendation: Deny (Special Events Office staff will follow up to help improve plan and resubmit)
- HONK! Fest West – Georgetown
 - Recommendation: Deny (Special Events Office staff will follow up to help improve plan and resubmit)
- HONK! Fest West - Yesler Terrace Park
 - Recommendation: Approve
- Sundae Runday
 - Recommendation: Deny (Special Events Office staff will follow up to help improve plan and resubmit)
- Alki Art Fair
 - Recommendation: Deny (Special Events Office staff will follow up to help improve plan and resubmit)
- Tail of the Lake Regatta
 - Recommendation: Exempt

Administrative review

- Seattle Tennis Club 4th of July
 - Outdoors and fewer than 500 attendees
 - Recommendation: Exempt

- Larson Ram Baraat
 - Outdoors and fewer than 500 attendees
 - Recommendation: Exempt

- All recommendations above were accepted by a unanimous vote

Late Fees

Chris Swenson, Chair

- In August 2021, the committee approved a proposal to temporarily waive late fees for applications for events through December 31, 2021
- The waiver was intended to provide support to events as they began to reopen, with acknowledgement that the changing requirements made it difficult to plan in advance
- The committee may want to consider extending this waiver
- Fee is intended to encourage organizers to turn applications in on time; due to limited resources in SPD, may want to continue practice
- Could consider a short-term extension
- Important to get the word out to organizers regarding the extra time that is currently needed for coordination, especially due to police staffing constraints
- SDOT would prefer just denying late applications; fee seems to have little effect
- Committee would like more feedback from SPD before making a decision
- Also important to inform organizers of any changes to our current practices with regards to denying late applications; RSJ lens must be used in considering
- Fire Prevention recommends a “tiered” approach to charging late fees vs outright denial based on application late fee
- Table for further discussion at next meeting

Special Events Committee Member Roster Review

Randy Wiger, Special Events Office

- Currently working to have Randy Wiger officially appointed as Special Events Committee Chair
- Randy Wiger request that all representatives check the Contact Us page of the public website and confirm that the information is correct. Page address: <http://www.seattle.gov/special-events-office/contact-us>
- Citizen representatives – Terms have expired so office staff is working to organize the process for recruitment and appointment